

## FENVILLE DOWNTOWN DEVELOPMENT AUTHORITY

October 1, 2014 Minutes

The regularly scheduled meeting of the Fennville DDA was called to order at City Hall at 7:02 p.m. by Chairman Claude Rummer.

Members Present: Amy Cook, Mike McCracken, Matthew Pietsch, Claude Rummer, Mark Schrock

Members Absent: Ed Kortman, Tony Morgan, Erica Ramos, Dan Rastall

Others Present: Jodi Welscott, Goose Festival Committee

The Pledge of Allegiance was recited.

Public Comments – None

Secretary's Report – **Schrock moved, supported by Pietsch, to approve the September 3, 2014 meeting minutes and the September 23, 2014 special meeting minutes as presented. MOTION CARRIED.**

Treasurer's Report – Invoices presented were Mary Cone Kasprzyk for public relations services, Lakeshore Irrigation, LLC, for midseason checks in the irrigation systems, Landscape Design Services, Inc. for streetscape perennial plantings, Lisa A. Sheaffer for administrative services, Summit Supply Corporation of Colorado for litter receptacles and liner, and West Bend Mutual Insurance Company for the bond for special license for sale of beer, wine and spirits for Heritage Day. Invoices totaled \$1,933.93. **Cook moved, supported by Pietsch, to approve the payment of the bills as presented. MOTION CARRIED.**

### Communications

- A. AAESA Life Lessons – The DDA is interested in working with Sally Sturgis, Transition Coordinator for AAESA, and Fennville businesses to teach students life and community skills.
- B. The Allegan County News Advertising Special – No action taken on this communication.

### Old Business

- A. Downtown Sculptures – Schrock reported he has been in contact with Jay Prosch-Jenson regarding artwork for the downtown area.
- B. 220 Building/Michigan Works – Rummer reported the Michigan Works' move-in date is slated for November 1<sup>st</sup>. Sheaffer is working with the attorney regarding the lease agreement.
- C. Memorial Plaque – Rummer discussed the ceremony for the Al La Shell memorial dedication. He has contacted Bill Scovill to determine when the plaque will be ready for installation.

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- D. Drainage Issue by John's Auto – Rummer reported the engineer is still working on getting this problem resolved.
- E. Property Clean-up Update – The roots have been removed. Rummer received a quote from Martin Rosas in additional improvements, but it did not include seeding costs. **Schrock moved, supported by Cook, to approve payment for site improvements on the DDA property in the amount not to exceed \$1,500. MOTION CARRIED.**
- F. Façade Grant Program – **Cook moved, supported by Schrock, to approve the façade grant reimbursement to Dr. Dennis Icabone in the amount of \$7,500. MOTION CARRIED.** Dr. Icabone's Open House is Saturday, October 4, 2014, from 4–7 p.m.

### New Business

- A. Election of Officers – Tony Morgan submitted his letter of resignation from the DDA. It was accepted with regret. **Cook moved, supported by Schrock, to elect Claude Rummer as Chairman, Amy Cook as Vice Chairman, and Matthew Pietsch as Secretary/Treasurer. MOTION CARRIED.**
- B. Opera House Tour – Schrock reported he and several other DDA and community members had toured the Opera House located above Dickinson True Value Hardware.
- C. Main/Maple Streets Corner Space Plans – Discussion ensued on the different uses for the space.
- D. Special Meeting Requests – The officers will handle requests for special meetings of the DDA.
- E. Kate Maryon Realtor – Sheaffer explained that Kate Maryon has left Greenridge Realty, and the DDA has the right to move its listings with her. **McCracken moved, supported by Pietsch, to leave the listing of the DDA properties with Kate Maryon. MOTION CARRIED.**

### Committee Reports

- A. Economic Restructuring – Cook reported the committee has not met and is lacking in membership. Both Schrock and Pietsch agreed to work on the committee. A meeting was set for October 22<sup>nd</sup> at 6:30 p.m. at the 220 Bldg. Sheaffer will contact Nora Balgoyen-Williams regarding the economic development proposal.
- B. Organization – No report. Projects for this committee were discussed briefly.  
Physical Elements – Committee did not meet this month. The grant process and timelines for the second phase of the streetscape was discussed. **McCracken moved, supported by Pietsch, to hire Abonmarche, for an amount not to exceed \$3,500, to submit a grant request for 2015 funding for streetscape work in 2015–2016. MOTION CARRIED with Cook abstaining.**
- C. Promotion – Pietsch gave a recap of the Heritage Day events. It was decided to have the event included in the Goose Festival for next year. A spring event, Fennville Spring Fling, is slated for May 9, 2015.

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- D. Goose Festival – Schrock moved, supported by Cook, to appoint Jodi Welscott as the Executive Director of the Goose Festival Committee. **MOTION CARRIED.**

Miscellaneous – Pietsch asked about developing the idea of an ice rink on the DDA property.

Rummer requested input on hours for reserved parking at the 220 Bldg. It was decided to reserve all six parking spaces, and the handicap parking space from 8 a.m. – 6 p.m. on Monday through Friday.

Rummer is ordering garland for downtown for holiday decorations.

The meeting was adjourned at 9:28 p.m.

Minutes submitted by Lisa A. Sheaffer.